

## § 3200.5

to such factors as national defense requirements, emergency needs, preclusion of new procurement, energy conservation, equitable distribution, and retention of title in the Government.

(d) Eligible institutions may submit property requests by mail or fax on a Standard Form 122, "Transfer Order Excess Personal Property," with a written justification statement (submitted by the recipient) explaining how the property will be used for research, educational, technical, or scientific activity or for related programs.

(e) The SF-122 should be signed by the eligible institution's property management officer or authorized designee.

(1) The following information should also be provided:

- (i) Date prepared.
- (ii) GSA/DEPPC address.
- (iii) Ordering Agency and address.
- (iv) Holding Agency and address.
- (v) Name and address of Institution.
- (vi) Location of property.

(vii) Shipping instruction (including institution contact person and phone number).

(viii) Complete description of property including original acquisition cost, serial number, condition code, and quantity.

(2) This statement needs to be added following the property description but does not serve as a justification statement:

The property requested hereon is certified to be used in support of research, educational, technical, and scientific activities or for related programs. This transfer is requested pursuant to the provisions of section 923 of Pub. L. 104-127 (7 U.S.C. 2206a).

(f) The SF-122 should be forwarded to USDA for approval and signature by an authorized USDA official. As confirmation of approval, the eligible institution's property management officer will receive a stamped copy of the SF-122. If the request is disapproved, it will be returned to the property management officer of the eligible institution with an appropriate explanation. All USDA approved SF-122's will be forwarded to DEPPC or the appropriate GSA office for final approval.

(g) Once the excess personal property is physically received, the institution

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is required to immediately return a copy of the SF-122 to USDA indicating receipt of requested items. Cancellations should also be reported to USDA.

NOTE: USDA shall send an informational copy of all SF-122's transactions to GSA.

### § 3200.5 Dollar limitation.

There is no dollar limitation on excess personal property obtained under these procedures.

### § 3200.6 Restrictions.

(a) The authorized USDA official will approve the transfer of excess personal property in the following groups for the 1890 Land Grant Institutions (including Tuskegee University), 1994 Land Grant Institutions and the Hispanic-Serving Institutions in support of research, educational, technical, and scientific activities or for related programs:

#### ELIGIBLE FEDERAL SUPPLY CODE GROUPS

FSC group	Name
12 .....	Fire Control Equipment.
19 .....	Ships, Small Crafts, Pontoons, and Floating Docks.
22 .....	Railway Equipment.
23 .....	Vehicles, Motor Vehicles, Trailers and Cycles.
24 .....	Tractors.
26 .....	Tires and Tubes.
28 .....	Engines, Turbines and Components.
29 .....	Engine Accessories.
30 .....	Mechanical Power Transmission Equipment.
31 .....	Bearings.
32 .....	Woodworking Machinery and Equipment.
34 .....	Metal Working Machinery.
35 .....	Service and Trade Equipment.
36 .....	Special Industry Machinery.
37 .....	Agricultural Machinery and Equipment.
38 .....	Construction, Mining, Excavating, and Highway Maintenance Equipment.
39 .....	Material Handling Equipment.
40 .....	Rope, Cable, Chain, and Fittings.
41 .....	Refrigeration, Air Conditioning and Air Circulating Equipment.
42 .....	Fire Fighting, Rescue, and Safety Equipment.
43 .....	Pumps, Compressors.
44 .....	Furnace, Steam Plant, and Drying.
45 .....	Plumbing, Heating, and Sanitation Equipment; and Nuclear Reactors.
46 .....	Water Purification and Sewage Treatment Equipment.
47 .....	Pipe, Tubing, Hose, and Fittings.
49 .....	Maintenance and Repair Shop Equipment.
51 .....	Hand Tools.
52 .....	Measuring Tools.
53 .....	Hardware and Abrasives.
54 .....	Prefabricated Structures and Scaffolding.
55 .....	Lumber, Millwork, Plywood, and Veneer.
56 .....	Construction and Building Materials.